

Statewide Electronic Transcript System

Angel Peugh, ADE State Systems Administrator



AGENDA

- 1. Triand Overview
- 2. User Accounts
- 3. Setting up your profile
- 4. Assigning Permissions
- 5. Staff State IDs
- 6. Student State IDs
- 7. Viewing Student Records
- 8. FERPA
- 9. Requesting Transcripts
- 10. Copying Course History
- 11. Twins
- 12. Printing Transcripts
- 13. Sending a Transcript
- 14. Smart Core Reports
- 15. Viewing Assessment Data
- 16. Additional Reports
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Triand Overview

Triand is a user-friendly way to transfer student transcripts between districts, schools and colleges.

Public schools in Arkansas are required to use the electronic transcript system pursuant to Ark. Code Ann. §6-80-107. When a student transfers from a public school in Arkansas and enrolls into a new school, the student's "new" school requests the transcript from the previous school. Within 24 hours the previous school must withdraw the student from eSchool to allow entry of student into eSchool.



Triand Overview

Upon logging into Triand, you will notice that the interface is divided into two sections - (1) the navigation bar and (2) the main working area.



Messages Post a message





Angel Peugh- about 7 days ago

To all my friends

December 2017 ACT scores are now available on the transcripts or under the "tests" tab.



Angel Peugh- about 2 months ago

To all my friends

October 2017 ACT scores are now available on the transcripts or under the "tests" tab.



Angel Peugh- about 3 months ago

To all my friends

September 2017 ACT scores are now available on the transcripts or under the "tests" tab.

What's Happening On Triand



Tiffany Henderson- about a few seconds ago Is searching for a student record.



Brenda Reece- about a few seconds ago Logged in (remotely).



Robert Stepp- about a few seconds ago Is giving online test 7th Newton's Simple Waves TEST to a student.



Kimberly Lisko- about a few seconds ago Is viewing a student record.



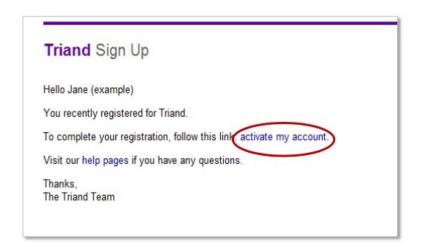
User Accounts

- Triand connects to both eFinance and eSchoolPLUS nightly. Any staff member entered in either eFinance or the staff catalog in eSchoolPLUS will pull into Triand in order for state IDs to populate and be pushed back to the appropriate system for state reporting.
- If a valid school-issued email address is listed in either location for the user, the user account generates automatically in the Triand system. If the email address is not listed, the staff member only exists for state ID purposes.



User Accounts - Activation

Triand will send an email to the email address tied to the user account with a link that <u>must be clicked</u> to activate your account. You will not be able to view student data until your account is activated.



Once you have activated your account, ask your Triand Account Owner to give you the proper access for your role, if they have not already done so.



User Accounts - Activation

If you are unsure of who your local Triand Account Owner is we have placed this information on the District Access Information page for your convenience. On the District Access Information page you may search for your district to see which of your local users manage some of the most used applications:

https://eis.ade.arkansas.gov/dai/



Setting Up Your Profile

Triand identifies who you are by your profile. It is important that your profile is set up correctly to ensure your access is established properly.

When you log in to Triand, click on your name in the menu to access the gray submenu. Click on "profile" on the gray submenu.



Some of your profile information has been completed, based on information entered when the account was created, but you can provide more information or make any necessary corrections here.



Jane (example)
Doe
jane.doe@schoolemail.com
What you'll use to log in. AR - Arkansas Where you live (so we know what standards to use).
HOT SPRINGS SCHOOL DISTRIC



Setting Up Your Profile

the name. Triand will generate a list for you to choose from (the LEA number will

3. Triand allows you to upload any JPG, GIF, or PNG file if you wish to include a

4. If you have a State-ID number, this will be populated for you after the

appear for districts with same names).

profile picture.

nightly APSCN update.





Assigning Permissions

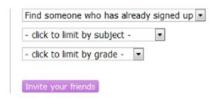
(Triand Account Owners ONLY)

To assign access to a user, click "Friends" in the navigation bar.



Use the search features to find the person you wish to grant permissions. **Tip:** if you don't get the expected result, try to broaden your search criteria (i.e. use last name only, school name, etc.)

Search Friends	
	Search
Showing friends 1 - 20 of 153,069	



Once you locate your friend, click the "Make a Friend" button to add them to your friends list and assign permissions.





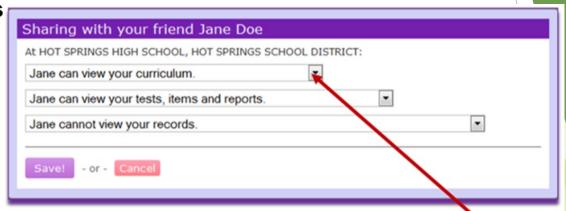


Assigning Permissions

(Triand Account Owners ONLY)

There are 3 areas in Triand which you can assign access:

- Curriculum-lesson plans & resources
- Tests, Items & Reports
- Student Records



Using the drop down menus, assign the level of permission for each appropriate area.

- can view [area] –allows the user to view items in the designated area in read only mode
- can share [area] –allows the user to view items in the designated area and share with their friends
- cannot view [area] –prevents user from viewing items in the designated area or sharing with their friends



Assigning Permissions

(Triand Account Owners ONLY)

Options for the Student Records area are:

- Cannot view your records
- Can view your records for his/her classes
- Can view your records for [School listed in user profile]
- Can view your records for [District listed in userprofile]
- Can view and send records for [State listed in user profile]
- Can view and send records for [State listed in user profile] and receives transcript notifications

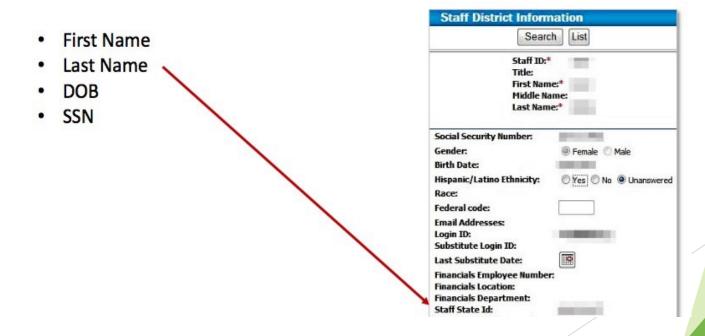
Once permissions are set appropriately, click the "Save!" button. Email notification will be sent to the user indicating that you have changed his/her access privileges.

Triand Account Owners have the capability and the responsibility to grant access to determine the level of access for users in their district based on the individual's role and to keep permissions up-to-date.



Staff State ID Numbers

Triand populates staff state ID numbers and pushes those numbers back to eSchoolPLUS and eFinance with nightly connections. In order for a state ID number to generate, the following identifiable information must be entered in the staff catalog in eSchoolPLUS or eFinance:

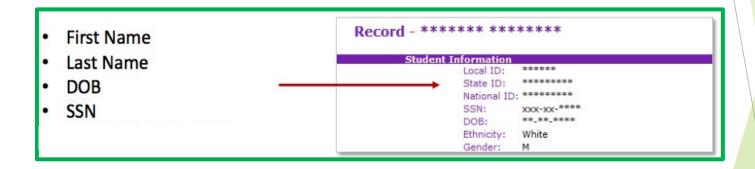




Student State ID Numbers

Each night Triand populates student state ID numbers into eSchoolPlus for newly registered students.

To generate this number, the following must be entered into eSchoolPlus:



State ID numbers that begin with the letter "T" are temporary place holders that are used until a valid state ID can be populated.



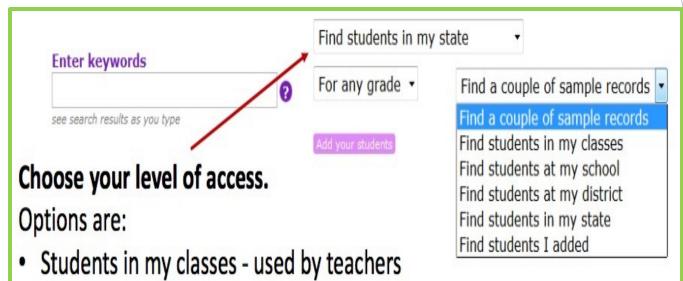
To view/request a record for a student, click "students" in the Navigation menu.

tests lessons calendar classe students riends help

With appropriate access:

- Teachers will be able to view records for their own students. (Teacher email addresses must be entered into the staff catalog in eSchoolPLUS in order to view their student records.)
- School Administrators will be able to view records for their school.
- District Administrators will be able to view records for their district.
- Counselors, Registrars and Triand Account Owners will be able to view records for students all over the state.





- Students in my school used by school level positions
- Students in my district used by district level positions
- Students in my state used by counselors, registrars and anyone else with statewide access.



Using the search box under "Enter keywords", you can search by name, state ID, district and or school name. When the name appears, click on his/her name.



If the font is black or bold, the student is Active. If the font is gray, the student is Inactive.



If this student is a student in your current location, the student record/transcript will appear.





FERPA Agreement

If you are viewing a student that is not in your school, you will receive a FERPA Agreement message before accessing the record.

Request a Transcript

The Family Educational Rights and Privacy Act (FERPA) is a Federal law designed to protect the privacy of a student's education records. The law applies to all schools which receive funds under an applicable program of the U.S. Department of Education.

Generally, schools must have written permission from the parent or eligible student before releasing any information from a student's record. However, the law allows schools to disclose records, without consent, to the following parties:

- · School employees who have a need to know;
- Other schools to which a student is transferring;
- · Certain government officials in order to carry out lawful functions;
- Appropriate parties in connection with financial aid to a student;
- · Organizations conducting certain studies for the school:
- · Accrediting organizations;
- · Individuals who have obtained court orders or subpoenas;
- · Persons who need to know in cases of health and safety emergencies; and State and local authorities, within a juvenile justice system, pursuant to specific State law.

Other state laws may apply depending upon your situation. You are required to follow all federal, state and local laws pertaining to student confidentiality. Upon your agreement below, the current school of residence for ********, ***** will be notified of your request for this transcript.

I, ***** , have a legal right to view the transcript for student *******, ******.

Request Transcript - or - Cancel





Request Transcript

If you intend to officially request the transcript, click "Request Transcript" and an "Email to Registrar" box will appear.

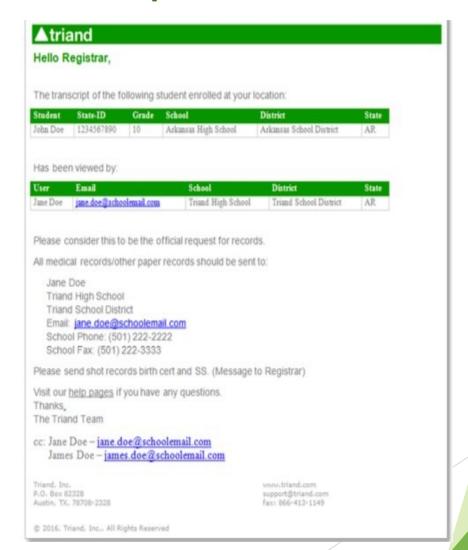
Request Transcript

Email to Registrar
We are sending an email to the student's registrar informing them the transcript has been viewed. (You will be cc'd on the email).
To add a note to the email enter the information here:
Please send shot records birth cert and SS.
lh
Send Email and Show Transcript - or - Cancel



Request Transcript

You can add a note to be included with the transcript request email. Click "Send **Email and Show** Transcript", the transcript will appear, and email notification will be sent to the losing district:





Request Transcript

IMPORTANT:

This serves as the official transcript request. Once a user chooses to "Request Transcript", email notification is sent to the school where the student is currently enrolled. This email serves as notification that a transcript has been viewed, so the school can begin drop procedures for the student.

If you do not wish to make the official transcript request, click the "Cancel" option.



Once you have enrolled the student in eSchoolPLUS, click the "Refresh" button below the Student Information section to update the student's location, local ID, DOB, and the name of the student in Triand without having to wait until the nightly connection:

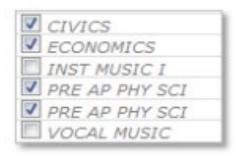


Notice the check boxes to the left of the courses taken a previous district.





For courses you wish to copy from the transcript to eSchoolPLUS at the current district, click the check boxes:



Next, you will click on the "Copy selected history" button below the course history section.



A spinning icon will be displayed as information from the current district is being retrieved:





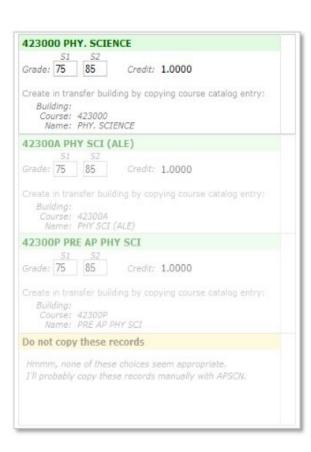
Once the information is retrieved from eSchoolPLUS, the Copy Course History box will appear:



- On the left are the courses that were checked on the transcript to be copied.
- In the second column, you will see all matching unique course names and course codes found in the current district.



Below is an example of what will display if multiple matches are found:



If a matching course cannot be found, you will see a message in red.

Cannot copy because there is an issue:	
Could not find any matching courses	



From the drop-down, you will need to make a selection for the course you wish to use and make any necessary edits:

423000 PRE AP PHY SCI		423000 PHY. SCIENCE
Year: 11/12 Term: S1 Grade: 75 District: QUITMAN SCHOOL DISTRICT School: QUITMAN HIGH SCHOOL	Credit: 0.5	Grade: 78 85 Credit: 1.0000
423000 PRE AP PHY SCI		Create in transfer building by copying course catalog entry: Building:
Year: 11/12 Term: S2 Grade: 85 District: QUITMAN SCHOOL DISTRICT School: QUITMAN HIGH SCHOOL	Credit: 0.5	Course: 423000 Name: PHY. SCIENCE

Once you have selected and/or edited the courses you wish to copy, click the "Copy selected courses" button to copy the courses to APSCN/eSchoolPLUS or "Cancel" if you choose to not copy the courses and/or edits:

If you choose to copy, you will receive a message on the transcript that the course was successfully copied:





Twins

Triand pulls the "twin" field from eSchoolPLUS to identify sets of twins; however, at times, records for non-related students are combined due to significant matching of identifiable information. To separate, users with state-level permissions can click the "No" to change to "Yes", allowing the records to separate with a nightly connection.





Completion Status Fields

Core (Act 330)

- To comply with Act 330 of 2013 (Electronic transcripts shall include a
 designation for students who have completed the core curriculum with a
 minimum grade point average of 2.75 on a 4.0 scale), students should be
 coded with a Diploma Type of SEAL in eSchoolPLUS.
- The Diploma Type field can be found by going to Student Center >
 Demographic > Academic. The designations should be made in the software
 <u>prior to May 1</u> of each school year. The SEAL designation will appear on the
 Triand transcripts under the "Completion Status" section. The Core field will
 read "Y" if the student has been designated as having met the criteria; the field
 will read "N" if the designation has not been made.

Digital Learning Complete (Act 1280)

• The Digital Learning Complete field will read "Y" if a digital learning course has been coded correctly in eSchoolPLUS and the student has received credit for that digital learning course.

Core: Core: N Digital Learning Complete: N



Print Transcript

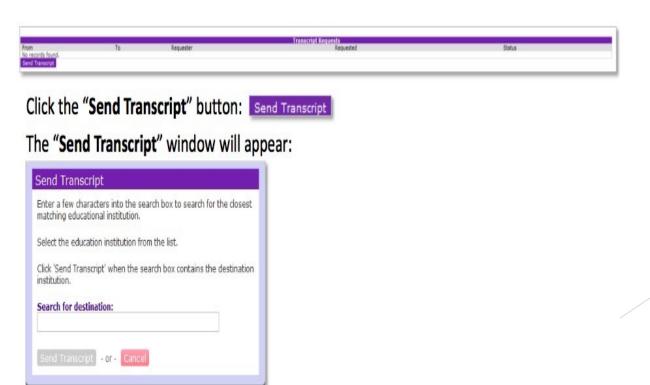
To print the transcript, review the transcript for accuracy, then scroll to the bottom of the page and click the "Print Transcript" button. This will export the record to a printer friendly Adobe PDF file.

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and Transcript				
and Marian all				
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ate	Type Enter	District	Enrollments/EVIII/Cravals School SAMILENGS	1994.0
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6-06-2011	Leave	SAMPLE SCHOOL DISTRICT	SAMPLE HIGH	1501001
0-19-2010	Enter	SAMPLE SCHOOL DISTRICT	SAMPLE HIGH	50004
9-02-2010	Leave	SAMPLE SCHOOL DISTRICT	SAMPLE HIGH	1000
6-19-2009 1-29-2009 1-29-2009 1-03-2008 1-03-2008 1-03-2007 1-21-2007 1-21-2006 1-22-2005 1-22-2005 1-22-2005 1-22-2005 1-22-2005 1-22-2005 1-22-2005 1-22-2005	Enter	SAMPLE SCHOOL DISTRICT	SAMPLE RICK	60400
3-29-2009 8-18-2008	Eriter	SAMPLE SCHOOL DISTRICT	SAMP # NTO	50000 50000
1-03-2008	Enter	SAMPLE SCHOOL DISTRICT	SAMPLE MIDI	0.4 \$0.00.
9-04-2007	Leave	SAMPLE SCHOOL DISTRICT SAMPLE SCHOOL DISTRICT SAMPLE SCHOOL DISTRICT SAMPLE SCHOOL DISTRICT SAMPLE SCHOOL DISTRICT	SAMPLE MICH	DLE SCHOOL
8-20-2007	Enter	SAMPLE SCHOOL DISTRICT	SAMPLE MICK	DLE SCHOOL
5-31-2007	Leave	SAMPLE SCHOOL DISTRICT	SAMPLE MIDI	DLE SCHOOL
8-21-2006	Enter	SAMPLE SCHOOL DISTRICT	SAMPLE MICH	DLE SCHOOL
6-02-2006	Leave	SAMPLE SCHOOL DISTRICT	SAMPLE ELEP	(M.01808)
8-22-2005	Enter	SAMPLE SCHOOL DISTRICT	SAMPLE ELEP	
6-06-2005	Leave	SAMPLE SCHOOL DISTRICT SAMPLE SCHOOL DISTRICT	SAMPLE CLES SAMPLE CLES SAMPLE CLES	
6-23-2004	Enter	SAMPLE SCHOOL DISTRICT	SAMPLE LLE	A A A A A A A A A A A A A A A A A A A
9-27-2004	Leave	SAMPLE SCHOOL DISTRICT	SAMPLE PRIM SAMPLE PRIM	MAXY MAXY
5,26,2003	Leave	SAMPLE SCHOOL DISTRICT	SAMPLE PRIM	ALBV
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friet Transcript				
NAME OF TAXABLE PARTY.				



Sending a Transcript to a College or University

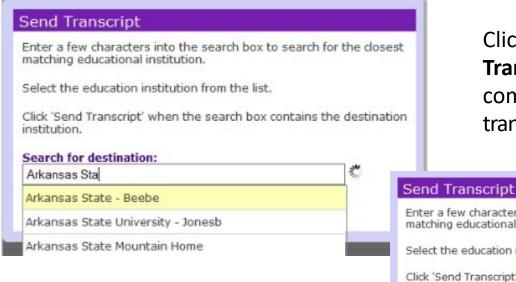
First, view the student transcript via the "students" tab. Review the transcript for accuracy, then scroll to the bottom of the page, to the "Transcript Requests" area:



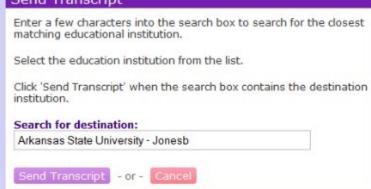


Sending a Transcript to a College or University

Begin typing the name of the college or university, and Triand will populate a list of matching options.

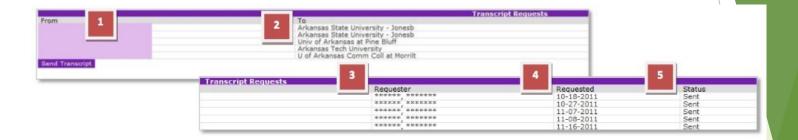


Click "Send Transcript" to complete the transaction.





Sending a Transcript to a College or University



A record of any transcripts sent will appear in the "Transcript Requests" area and will display the following information:

- 1. The school from which the transcript was sent.
- 2. The college or university where the transcript was sent.
- 3. The Triand user name (email address) of the person who sent the transcript.
- 4. The date the transcript was sent.
- 5. The status of the transcript.



Smart Core Reports for Students

Click on the "students" tab.



Click the "Smart Core PDF" button to generate an Adobe PDF file. Each letter will be customized with a student's name and personal authorization code to be used. Hint: #enrolled:Y

do -
de ▼
ts Download CS Smart Core PDF Tre- cripts PDF



Smart Core Reports for Students

Print the PDF file and hand the appropriate letter to your students.

The sample letter below is an example student who attends school at the "Arkansas Department of Education" district.



Smart Core

Viewing your Smart Core Status

Dear ******* *******

Please follow the below steps for viewing your Smart Core Status:

- 1. Go to https://my.triand.com/smartcore
- 2. Enter your authorization code: DgoC-U0UC-AQhc-BAzs
- 3. View your Smart Core status

Your Smart Core status report will show you:

- Completed Courses
- GPA
- ACT Scores

Please meet with your teacher or guidance counselor on your Smart Core statuss

Thank you.

Arkansas Smart Core Team



Smart Core Reports for Students

Students should follow the instructions on the letter to view their individual Smart Core Reports.

	This is a sample smartcore, All informati	This is a sample smartcore. All information is masked or randomly generated.							
	10	Record - James Driscoll							
	First Name. Middle Same. Last Name.	SMES A DESCOL	Market Information Land 101 State 101	300023 911740642					
Possible credits assur	nes that the student will pas		led classes. (this sect	tion only appears fo	r 9-12th gra				
	# Note: Exception 1006.		Fine Corn	Actual Credits 0.0	Possible Credits 1.0				
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	Seria Period Section	5444 Shiel 1 Land 102 5000	Clarite Code Course Clarite Code Course CT-000 CT-000-00	Cm 0.0	0.0				



To view assessment data click "tests" in the Navigation menu.



To view testing reports, change your search options to "Find tests shared by my friends".

Enter keywords	→ Fin	Find tests shared by my friends	
Enter keywords see search results as you type	Fo	r any subject 🔻	
see search results as you type		r any grade 💌	



For example, if you only wanted to view reports for grade 7 Math from 2017, you would enter "2017" in the search box, choose "For Math" as the subject, and "For grade 7" as the subject. Only testing reports from the year 2017, for Math, grade 7 will display:

	757.25gc	Find tests shared by my friends \$	
Enter keyv		For Math \$	
2017 see search resu		For grade 7 \$	
see search resu	is as you type	Subscribe to create new tests Download Scores	
Displaying entries 1 - 5			2
Arkansas LIAMEBRIP SUPPORT SENICE	MSAA Mathematics 2017 (2017:MA:07) Print Sign up to edit, copy or delete	- last changed last week	Records: 518 Subject: MA Grade: 07 Year: 2017
Arkansas	Aspire Interim III - 2017 (2017:MA:07)	- last changed 3 weeks ago	Reports
LIADYSSHP SUPPORT SERVICE	Print Sign up to edit, copy or delete		Records: 21,985 Subject: MA Grade: 00 Year: 2017
Arkansas	Aspire Interim II - 2017 (2017:MA:07)	- last changed 3 weeks ago	Reports
LADEBUIL SUPPORT SERVICE	Print Sign up to edit, copy or delete		Records: 23,986 Subject: MA Grade: 07 Year: 2017
Arkansas	Aspire Interim I - 2017 (2017:MA:07)	- last changed 3 weeks ago	Reports
LIADERSHIP SUPPORT SERVET	Print Sign up to edit, copy or delete		Records: 24,295 Subject: MA Grade: 07 Year: 2017
Arkansas	Aspire Interim IV - 2017 (2017:MA:07)	- last changed 3 weeks ago	Reports
LEADTRISHIP SUPPORT SERVICE	The second secon		Records: 2,783 Subject: MA Grade: 07 Year: 2017



The report will appear with district level data.

Report data can be sorted by clicking on any of the column headings. For example, click "Total Students" to sort by total number of students (once for ascending order, twice for descending order).





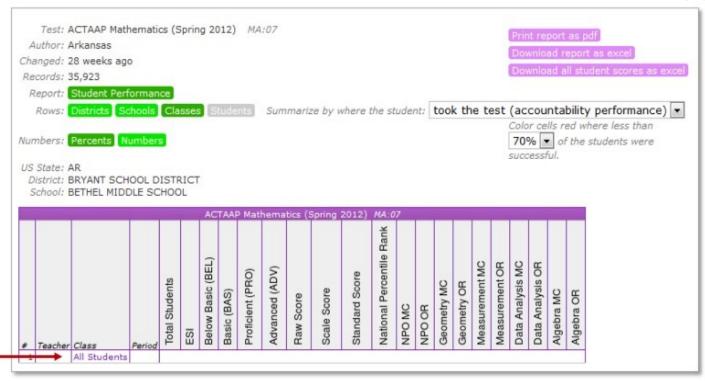
You can drill down to school, and student levels.

- 1. Click the name of your district to drill down to school level. Indicators make it easy to see what level of data you're viewing.
- 2. Click the name of your school to continue to drill down to the student level.



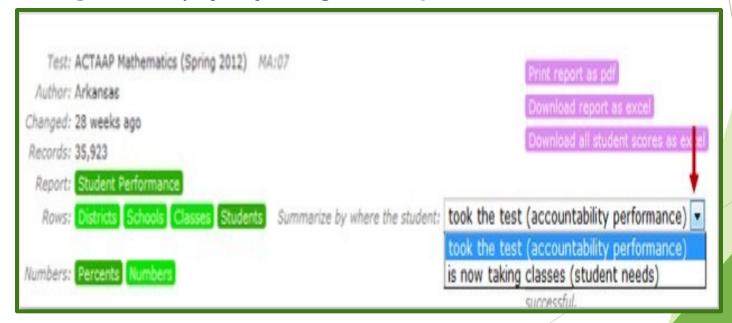


You can continue to drill down to the student level by clicking "All Students".



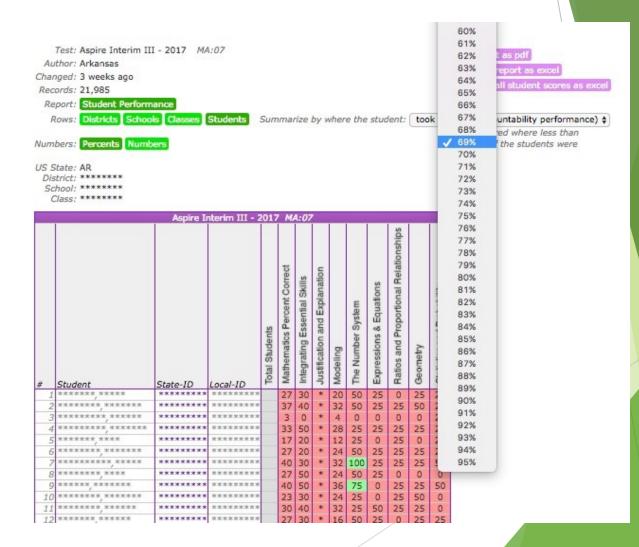


You can view testing reports for students who took the test at your school or while enrolled in your class ("took the test"), as well as for students who are currently enrolled at your school or currently enrolled in your class ("is now taking classes") by adjusting the drop down filter:





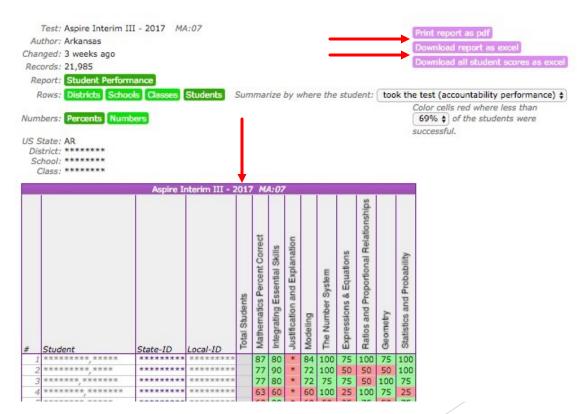
You can view reports by "Percents" or "Numbers" by clicking the appropriate buttons, as well as adjust the color of red cells based on the percent of students who were successful.





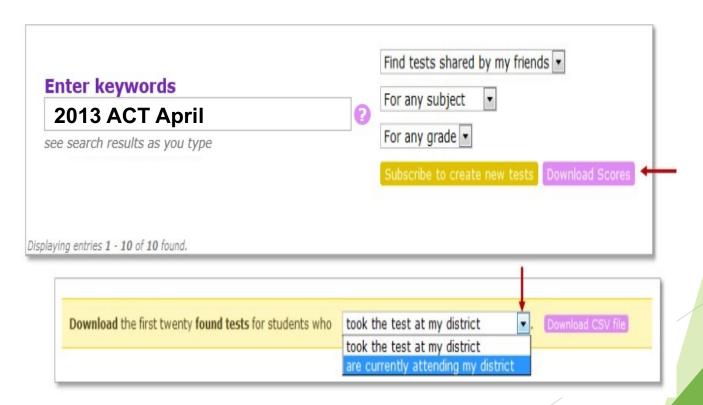
Individual student assessment data displays and can be sorted by clicking the column names.

Reports can also be exported to an Excel or PDF format by clicking the appropriate button.





School and District users have the ability to download results for all assessments found by their search by clicking on the "**Download Scores**" button:





Additional Reports

- ACT
- ACT ASPIRE
- ACT Cumulative
- ACT WorkKeys
- ACTAAP
- AP*
- Aspire Interim
- Completion Status Report
- Early Warning Grade Completion Report*
- ELDA
- ELPA21
- EXPLORE
- Graduates CTE Completer Report
- Graduates Smart Core Report
- IEP
- IOWA
- iStation
- ITBS

- ITED
- Migrant
- MSAA
- NCSC
- NWEA
- PARCC
- PLAN
- PSAT*
- QELI
- SAT 10
- SAT*
- Science Portfolio
- STAR
- State Administered ACT
- Transcripts Received
- Transcript Report
- Transcripts Sent



^{*}The scores for these reports do not appear on student transcripts.

- New development: Update to the Completion Status section. We are now displaying Smart Core Waiver.
- New development: Update to the Completion Status section. We have now added a flag to help you track Academic Challenge Scholarship Eligible, and Governor's Distinguished Scholarship Eligible.
- The ACT process has changed on our end. This will enable me to post scores more frequently. In the upcoming school year you'll see ACT scores updated monthly.

New development: Update to the Smart Core section. More clarity on which course is satisfying which business rule within Triand

	Smart Core		0
#	Rule	Actual Credits	Possible Credits*
1	English 9th Earn 1 credit for one of 410000, 510010, 510020, 510040, 519910	0.0	1.0
	Course credits accumulated for Projected Credits: 1.0 from 410000		
-			-
20	Career Focus Six units from course codes starting with a 4 or 5 or one of the following: 971560, 971570, 971580, 971590, 971610	7.0	13.5
	Course credits accumulated for Actual Credits: 1.0 from 540100		
	1.0 from 493080 1.0 from 492320		
	1.0 from 492120 1.0 from 472100		
	1.0 from 460010 1.0 from 415000		

New development: We will start pulling and pushing immunization information. The immunization information will move with the student. This will be a huge improvement for our nurses. It will also be a positive step in data accuracy as we avoid many instances of data entry for the same information as the student moves around.

		Immunizati	ons			
Sample Isd - Summary						
Status: Exemption:	CO - Complete	Comments:				
Grace Period Date:	08-24-2020					
Sample Isd - Series and	Shots					
Doses			Status	Comments	Letters	Notifications
DTaP - Diptheria-Tetan	us-Pertussis (5 Total	Doses)	CO - Complete		0	0
Series Dates: 02-19-2015, 04-20-20 01-14-2016, 07-09-20						
Shot Dates: 02-19-2015, 04-20-20 01-14-2016, 07-09-20						
TDAP - Tetanus/Diph/	Acell Pertussis (0 Tota	al Doses)	NA - Not Applicable		0	0
Series Dates:						
Shot Dates:						
IPV/OPV - Polio (4 Tot	al Doses)		CO - Complete		0	0
Series Dates: 02-19-2015, 04-20-20 07-09-2019	015, 06-15-2015					
Shot Dates: 02-19-2015, 04-20-20 07-09-2019	015, 06-15-2015					
HepA - Hepatitis A (2	Total Doses)		CO - Complete		0	0
Series Dates: 01-14-2016, 07-14-20	016					
Shot Dates: 01-14-2016, 07-14-20	016					

HepB - Hepatitis B (3 Total Doses)	CO - Complete	0 0
Series Dates: 12-12-2014, 02-19-2015, 06-15-2015		
Shot Dates: 12-12-2014, 02-19-2015, 06-15-2015		
MMR - Measles-Mumps-Rubella (2 Total Doses)	CO - Complete	0 0
Series Dates: 12-14-2015, 07-09-2019		
Shot Dates: 12-14-2015, 07-09-2019		
VARICELLA - Varicella (2 Total Doses)	CO - Complete	0 0
Series Dates: 12-14-2015, 07-09-2019		
Shot Dates: 12-14-2015, 07-09-2019		
MCV4 - Meningococcal Conjugate (0 Total Doses)	NA - Not Applicable	0 0
Series Dates:		
Shot Dates:		

Hib - Haemophilis Influenza Type B (3 Total Doses)	NA - Not Applicable	0	0
Series Dates: 02-19-2015, 04-20-2015, 06-15-2015			
Shot Dates: 02-19-2015, 04-20-2015, 06-15-2015			
MMR - Measles-Mumps-Rubella (2 Total Doses)	NA - Not Applicable	0	0
Series Dates: 12-14-2015, 09-28-2018			
Shot Dates: 12-14-2015, 09-28-2018			
VARICELLA - Varicella (2 Total Doses)	NA - Not Applicable	0	0
Series Dates: 12-14-2015, 09-28-2018			
Shot Dates: 12-14-2015, 09-28-2018			

Copy Missing Series and Shot Dates into eSchool (training simulation enabled)

After the series and shot dates have been copied the student's immunization's status must be calculated in eSchool.



Questions?

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